



## STAFF REPORT

Meeting Date: August 4, 2014

Agenda Item #: 8c

**TO:** Mayor and Town Council  
**FROM:** Lisa H. Anglin, Town Clerk  
**THRU:** Susan Parker, Town Administrator  
**TITLE:** Approval of the Annual Letter Authorizing ABC Board to Modify and Use Town Travel Policy

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**Summary:** Attached is the annual approval letter for the ABC Board to modify and use the Town's Travel Policy as required by G.S. 18B-700 (g2) which states "...The local board shall annually provide the appointing authority's written confirmation of such approval to the Commission and a copy of the travel policy authorized by the appointing authority."

**Council Action:** Council is requested to approve letter.